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TRIPURA GAZETTE

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PART-- I--Orders and Notifications by the Government of Tripura,
The High Court, Government Treasury etc.

GOVERNMENT OF TRIPURA
DIRECTORATE OF FIRE & EMERGENCY SERVICES
AGARTALA, WEST TRIPURA

EXPRESSION OF INTEREST (EoI)

Memo No.F.01/3-8/EoI/TFES/2024-25 **Dated, 29.10.2025.**

EoI No.: F01/3-8/EoI/TFES/2025-26 **Dated, Agartala, the 29th October, 2025.**

The Joint Director, Tripura Fire & Emergency Services, Agartala West Tripura on behalf of the 'Governor of Tripura', invites online EoI for the following work:

1. **Name of work:** Empanelment of third party to conduct fire inspection in connection with fire prevention & life safety measures installation in any place or building or premises or part thereof located in the state of Tripura.
2. **Application Fee: Rs. 2,000.00**
3. **Last date & time for online EoI submission: 15-11-2025 upto 17:30 hr**

Note: The EoI forms and other details including online activities should be done in the portal **https://tripuratenders.gov.in**

29/10/25

Joint Director
Tripura Fire & Emergency Services,
Agartala West Tripura

2. **List of important dates in connection with the EoI**

Sl. No.	Particulars	Date	Time
1.	Publishing Date	31.10.2025	12:00 hr
2.	Document Download Start Date	31.10.2025	13:00 hr
3.	Document Download End Date	14.11.2025	17:00 hr
4.	EoI Submission Start Date	01.11.2025	11:00 hr
5.	EoI Submission End Date	15.11.2025	17:30 hr
6.	Date &Place of Opening EoI:	16.11.2025 Office of the Director Tripura Fire & Emergency Services, Agartala, West Tripura	11:00 hr
7.	Officer inviting Bid / Tender Inviting Authority (TIA):	Joint Director Tripura Fire & Emergency Services, Agartala West Tripura	--

Notes:-

1. All the above-mentioned online activities should be done in the portal **https://tripuratenders.gov.in**
2. All the above-mentioned date & time are as per server clock date & time portal **https://tripuratenders.gov.in**

24/10/25

Joint Director
Tripura Fire & Emergency Services,
Agartala West Tripura

3. Scope of work

To conduct fire inspection in connection with fire prevention & life safety measures installation in any place or building or premises or part thereof located in the state of Tripura during the year 2025-26.

i. No person other than empanelled agency shall carry out the fire inspection in connection with Fire Prevention & Life Safety measures installed in any place or building or premises or part thereof.

ii. No empanelled agency or any other person claiming to be such empanelled agency shall give a certificate regarding the compliance of the fire prevention and life safety measures or maintenance thereof in good and efficient condition, without there being actual such compliance or maintenance.

4. Eligibility criteria

No person shall be eligible to apply for grant of license to act as an empanelled agency and shall be granted a license for 1(one) year having provision of renewal to act as an Empanelled Agency, unless possess:

Any person or agency fulfilling the eligibility criteria may apply for obtaining such license to act as an empanelled agency and if found eligible after verification, the Home (Fire and Emergency Services) Department shall empanel the agencies and issue unique identity numbers to the eligible empanelled agencies. The empanelled agency shall have:

A Degree, Adv. Diploma, Diploma holder Fire Engineer from a recognized institution such as National Fire Service College, Ministry of Home Affairs, Government of India, Nagpur or similar reputed Government registered institutions having experience of at least one year.

5. Evaluation process

a) The Directorate of TFES, will constitute an evaluation committee to evaluate the responses of the individuals/agencies.
b) The evaluation committee shall evaluate the responses to the EoI and all supporting documents/documentary evidence. Inability to submit requisite supporting documents/documentary evidence may lead to rejection.
c) The decision of the evaluation committee in the evaluation of the responses to the EOI shall be final. No correspondence will be entertained outside the process of evaluation with the committee.
d) The evaluation committee may ask for meetings with the individuals/agencies to seek clarifications on their proposals.
e) The evaluation committee reserves the right to reject any or all proposals on the basis of any deviations.
f) Each of the responses shall be evaluated as per the criterions and requirements specified in this EOI.

6. Fees (Application fee/Security money)/Licensing fee)

a) A non-refundable application fee of Rs. 2,000/-(Demand draft) to be deposited on or before closing date of the EOI. Submission of EOI without this fee shall be summarily rejected.
b. Upon getting selected as empanelled agency, each agency has to deposit Rs. 5,00,000/- (rupees five lakh) only as security money within 20 days from the date of selection.
c. Then after the empanelled agency has to deposit Rs. 20,000/- (rupees twenty thousand) only as Licensing fee (non-refundable) within 10 days from the date of deposition of security money.
d. After receiving the Licensing fee, agreement will be signed between the Director of Tripura Fire & Emergency Services and empanelled agency.

7. Venue & Deadline for submission of proposal

Proposal, in its complete form in all respects as specified in the EOI, must be submitted by the date specified herein earlier. In exceptional circumstances and at its discretion, Directorate of Fire & Emergency Services, Govt. of Tripura may extend the deadline for submission of proposals by issuing an amendment to be made available on the https://tripuratenders.gov.in, in which case all rights and obligations of DFES, Govt. of Tripura and the bidders previously subject to the original deadline will thereafter be subject to the deadline as extended.

8. Validity of Offer

The offer for EOI submitted by individuals/agencies shall be valid for a period of 180 days from the date of submission of EOI.

9. Duration

Empanelment for one(1) year (having provision for renewal in every year).

10. Service charges

i. Charge would be at the very first time -

Sl. No.	Type of Buildings based on Occupancies	Service charge structure
1.	Residential Building (Private dwellings)	Rs. 500/- or Rs. 2.50 per Sq. Mt. whichever is higher.
	Apartment / Flats, Lodging or Rooming houses, Dormitories	Rs. 500/- or Rs. 5/- per Sq. Mt. whichever is higher.
	Hotels (including Star category)	Rs. 500/- or Rs. 5/- per Sq. Mt. whichever is higher.
2.	Educational Buildings	Rs. 500/- or Rs. 5/- per Sq. Mt. whichever is higher.
3.	Institutional Buildings	Rs. 500/- or Rs. 5/- per Sq. Mt. whichever is higher.
4.	Assembly buildings	Rs. 500/- or Rs. 5/- per Sq. Mt. whichever is higher.

Sl. No.	Type of Buildings based on Occupancies	Service charge structure
5.	Business Buildings	Rs. 500/- or Rs. 5/- per Sq. Mt. whichever higher.
6.	Mercantile Buildings	Rs. 500/- or Rs. 5/- per Sq. Mt. whichever is higher.
7.	Industrial Buildings	Rs. 500/- or Rs. 5/- per Sq. Mt. whichever is higher.
8.	Storage Buildings	Rs. 500/- or Rs. 5/- per Sq. Mt. whichever is higher.
9.	Hazardous Buildings	Rs. 500/- or Rs. 5/- per Sq. Mt. whichever is higher.

ii. Annual inspection charge – Charge would be Rs. 200/- or 20% of initial charge whichever is higher.

11. Format of submission application

ANNEXURE- I

(APLICATION FORM FOR LICENSE TO ACT AS AN EMPANELLED AGENCY)

To
The Director,
Tripura Fire & ES Department,
Directorate of Tripura Fire & ES
Fire Service HQ, Fire Brigade Chowmuhani,
Agartala-799001, West Tripura.

Sub:- Grant or renewal of License to act as Licensed Agency for the purposes of conducting Fire inspection in c/w Fire Prevention & Life Safety measures installation in any place or building / premises or part thereof.

Sir/Madam,

The undersigned hereby applies for grant of or renewal of License to act as an empanelled agency for undertaking fire inspection in connection with Fire Prevention & Life Safety measures installation in any place or building or premises or part thereof. The particulars regarding the Agency are given below:-

1. Full Name of the Applicant (In capital letters) :

2. Whether Empanelled Agency will be a Proprietary Concern or an Association of persons such as a Firm or Company, etc. :

3. Registration No. of Firm or Company (Copies of Registration Certificate, Article of Association relevant appended) or other document. :

4. Address :

5. If the Licensed Agency will be:-
   a. A proprietary concern, the name, qualifications and address of the person operating the same. :
   b. A firm or company, names, qualifications and addresses of each of the partners, or as the case may be Directors. :

6. Office address from where the Agency will act as a Licensed Agency. :

7. Personnel with the Agency:-
   a) Supervisory staff names, qualifications and addresses of each. :

   b) Other employees-names, qualifications and addressed of each. :

8. Details of fire inspection in c/w Fire Prevention & Life Safety measures installation in any place or building or premises or part thereof, if any, undertaken and executed previously-
   a) Name or nature of work :
   b) Approximate cost of work :
   c) Whether the work executed or still in progress and remains to be executed :

(Note: Original or attested copies of certificate of verification of above details by the officers under whom works are carried out are attached).

9. Technical qualifications and experience of the proprietor or partners of directors and dealing technical officers or employees of or with the applicant :

10. Whether enlisted with any other Department or organization in any other State. If so, in which category:-
   a. Has the applicant or his partners or Directors been blacklisted in the past by any Govt Department or organization or other State? :

b. Has the applicant applied for registration Elsewhere in his name or in the names of partner, Director or firm or company? If so, whether the application is rejected? Give particulars. :

11. Whether the applicant has produced up to date Income Tax certificate? :

12. A fee of Rs. ...../- remitted herewith by Demand Draft No. .....dt:..... drawn on ..... (Bank & Branch name).

13. If the application is for renewal of the existing license, the details in respect of the license and the period of its validity (copy of the license appended) :

14. Whether, the license to act as Licensed Agency granted any time previously has been suspended or cancelled; and if so, reasons therefor. :

I / We certify that, I / We have not been and will not get myself or ourselves registered as contractor in the department under more than one name.

Thanking you.

Yours faithfully,
(APPLICANT)

Annexure - II

(License to act as an empanelled agency)

License No..... Date: .....

To
.....,
.....,
.....,

Sir/Madam,

License is hereby granted or renewed under the Tripura Fire and Emergency Services Act, 2022 and the Tripura Fire Safety NOC Rules, 2025 to ..... (Name of the empanelled agency), having his/her/their registered office at..... ..... (office address) to act as an empanelled agency for the purposes of conducting Fire inspection in connection with Fire Prevention & Life Safety measures installed in any place or building or premises or part thereof.

The license will be valid for a period from ..... to .....

Director
Fire & Emergency Services,
Agartala, Tripura(W)

Annexure - III

(Rejection of license renew)

Rejection No. ..... Date: .....

To
.....,
.....,
.....,

Sub : Non admissibility of license renewal

Sir/Madam,

The Application vide reference no. ..... dated ..... is hereby rejected under the Tripura Fire and Emergency Services Act, 2022 and the Tripura Fire Safety NOC Rules, 2025 due to the reasons mentioned below:

Whereas it is noticed that you are guilty of the following acts:-

Director
Fire & Emergency Services,
Agartala, Tripura(W)

Annexure - IV

(Notice to show cause as to why License granted or renewed to act as an empanelled agency be not suspended or cancelled)

To
.....,
.....,
.....,

Sir/Madam,

Where a license to act as an empanelled agency, bearing a license No. ..... dated..... has been granted or renewed in the name of ....for the purpose of conducting Fire inspection in connection with Fire Prevention & Life Safety measures installed in any place or building or premises or part thereof; and the license so granted or renewed was subject to the conditions of license.

Whereas it is noticed that you are guilty of the following acts, namely:-

(1)

(2)

(3)

And whereas these acts amount to .....

Now, therefore in exercise of the powers conferred on me under the Tripura Fire and Emergency Services Act, 2022 and the Tripura Fire Safety NOC Rules, 2025, I hereby call upon you to show cause in writing so as to reach the undersigned by ..... as to why the license so granted or renewed in your favour should not be suspended or cancelled.

Director
Fire & Emergency Services,
Agartala, Tripura(W)